

CITY OF BELMONT

PLANNING COMMISSION

ACTION MINUTES

TUESDAY, FEBRUARY 19, 2008, 7:00 PM

Chair Parsons called the meeting to order at 7:00 p.m. at One Twin Pines Lane, City Hall Council Chambers.

1. ROLL CALL

Commissioners Present: Parsons, Frautschi, Mayer, McKenzie, Mercer
Commissioners Absent: Horton

Staff Present: Community Development Director de Melo (CDD), Assistant Planner Walker (AP), Associate Planner Gill (AP), Recording Secretary Flores (RS)

2. AGENDA AMENDMENTS – At CDD deMelo's request, the Commission agreed to hear item 5B before item 5A.

3. COMMUNITY FORUM (Public Comments) - None

4. CONSENT CALENDAR - None

5. PUBLIC HEARINGS:

5B. PUBLIC HEARING – 1604 Clee Street

To consider a Single-Family Design Review for a 453 square-foot addition to the existing 1,642 square-foot single-family residence for a total of 2,095 square feet that is below the maximum permitted 3,045 square feet for this site (Appl. No. 2007-0071)

APN: 044-325-110; Zoned: R-1C (Single Family Residential)

CEQA Status: Recommended Categorical Exemption per Section 15301

Applicant: David W. Terpening, Architect

Owner(s): David and Kara Adamis

Project Planner: Jennifer Walker (650) 595-7453

AP Walker summarized the Staff Report, recommending approval with the Conditions of Approval attached.

David Terpening, applicant/architect, was available to answer questions, and commented that, while they have accepted the change in set-back requirements, this issue points to the problems associated with that change. Looking at the floor plan, it presents an unresolvable jog in the building in terms of design. It has complicated the floor plan for the bedroom addition and is clearly a situation where the change in the ordinance creates somewhat of a problem for the building and is irrelevant in this situation.

Chair Parsons opened the Public Hearing. No one came forward to speak.

MOTION: By Vice Chair Frautschi, seconded by Commissioner Mayer, to close the Public Hearing. Motion passed 5/0/1 by a show of hands.

Commissioner Mercer asked that the applicant submit to staff a diagram of existing landscaping to document what is there, because there is a condition that it will be restored. The diagram should include what will be in the courtyard that is created by the addition; she hoped it would not be solid concrete, but a little planting area so that water will not totally have to be directed into a drain.

Commissioner McKenzie supported Commissioner Mercer's request.

Commissioner Mayer was concerned about the driveway, since it is almost entirely concrete all the way to the fence, and the boat that is stored there is a dilemma in his mind. He suggested that if they have to leave the hardscape, they could add a border to masquerade the fence and the property line.

Chair Parsons asked staff to explain the ordinance with respect to parking off the apron. CDD de Melo responded that the ordinance speaks to required parking for a single-family dwelling and that the legal maximum is 17' wide x 18' deep. Technically, if this home has more than a 17'-wide driveway for parking purposes, anything beyond 17' is not considered required parking. It is not illegal so long as it is not parked on. If there is something parked there it is an enforcement problem, not an issue for the Commission to deal with since the addition being discussed is not affecting the front yard; it is all concentrated in the rear.

Vice Chair Frautschi asked the applicant to consider the addition of a heritage-type tree.

Dave Adamis, owner, stated that he has been wanting a Redwood tree at that house forever, adding that the next door neighbor does not want anything planted there.

MOTION: By Vice Chair Frautschi, seconded by Commissioner Mercer, to adopt the Resolution approving Single-Family Design Review for 1604 Clee Street (Appl. No. 2007-0071), with Exhibit "A," Conditions of Project Approval, with the addition of a diagram of existing landscaping with attention to the plants that will appear in the courtyard area.

Ayes: Frautschi, Mercer, Mayer, McKenzie, Parsons

Noes: None

Absent: Horton

Motion passed 5/0/1

Chair Parsons announced that this item may be appealed to the City Council within 10 calendar days.

5A. PUBLIC HEARING – 2130 Ralston Avenue

To consider a Conditional Use Permit and Design Review to remove an existing a T-Mobile wireless communication facility (a pole with two-panel antennas), and replace/install a new wireless telecommunications facility consisting of three (3) panel antennas mounted on the roof of the existing office building (Appl. No. 2007-0060).

APN: 044-274-120; Zoned: E-1 (Executive Administrative)

CEQA Status: Recommended Categorical Exemption per Section 15303, Class 3(e)

Applicant: David Snypes, FMHC Corp., for T-Mobile

Owner(s): David & Leslie Vallerga

Project Planner: Rob D. Gill (650) 598-4204

AP Gill summarized the Staff Report, recommending approval with the conditions attached.

Responding to Vice Chair Frautschi's question, AP Gill stated that Condition of Approval 2 under Building Division referred to posting of contact information for noise complaints during construction, not after completion of the project.

Commissioner Mercer asked if any of the existing antennas exceed the 32' height of the proposed antenna. AP Gill responded that of the reports that he has read they are all about the same height.

Responding to Commissioner McKenzie's question, there is a net increase of one antenna.

David Snipes, applicant representing T-Mobile, was available to answer questions. Vice Chair Frautschi asked for clarification of the areas that will have increased coverage. From looking at the maps, Mr. Snipes and AP Gill believed it would improve somewhat on Ralston, south of Ralston, and in the Sterling Downs and Island Parkway areas. Mr. Snipes explained the reasoning for the way the antennas are located.

Chair Parsons opened the Public Hearing. There were no speakers.

MOTION: By Vice Chair Frautschi, seconded by Commissioner Mayer, to close the Public Hearing. Motion passed 5/0/1 by a show of hands.

Vice Chair Frautschi stated that he has no problem with the project, but asked for the following changes:

- Planning Division Condition 11, add a contact number if there are noise issues that need to be dealt with after completion of the project.
- Planning Division Condition 2, add the words "during construction."
- Page 2 of the Resolution, item d) 3, add the word "their" to the sentence to assure that only the applicant's equipment is removed.
- Page 5 of the Resolution, item d), add the word "be" before "visible" in the 2nd paragraph.

Commissioner McKenzie commented that he could make all of the findings for this project, adding that the presentation and documentation that were submitted were among the best that he has seen for antenna proposals to date.

MOTION: By Commissioner McKenzie, seconded by Vice Chair Frautschi, to adopt the Resolution approving a Conditional Use Permit and Design Review to allow a Wireless Communication Facility for T-Mobile at 2130 Ralston Avenue (PA2007-0060) with Exhibit "A" Conditions attached and with the addition of the changes noted above by Vice Chair Frautschi.

Ayes: McKenzie, Frautschi, Mayer, Mercer, Persons

Noes: None

Absent: Horton

Motion passed 5/0/1

6. OLD BUSINESS

6A. Priority Calendar – Spring Review 2008 – Balloting Recommendations

CDD de Melo summarized the staff memorandum, and thanked Vice Chair Frautschi for his contribution to this topic and explained the procedure to be followed for voting for their recommendations for new projects.

Discussion ensued on the following topics:

- Clarification of the items to be included under "Revisions of Zoning Ordinance Definitions"
- Inclusion of the "Parking Lot Lighting/Screening/Security Standards" with the "Master Parking Plan for Downtown Village Districts."
- Addition of a finding on a case-by-case basis where parking lot lighting, screening and security is an issue.
- Handing off of the "Recognition Program for Commercial Properties" to the City Manager's office in combination with the Chamber of Commerce.
- How the Commission can give guidance on the prioritization of the items on the current project list. Chair Parsons suggested that this topic should be put on an agenda for discussion at a future meeting.
- Vice Chair Frautschi's proposal for the "Refinement of San Juan Hills Floor Area Transfer Policies."
- Vice Chair Frautschi's proposal for further scope and refinement of the Tree Ordinance to be controlled through the administrative staff process outside the review of the single-family design review.

Ballots were completed and handed to RS Flores for tallying.

Chair Parsons called a 5-minute recess.

CDD de Melo reported the ranking for the below-the-line projects as follows:

1. Tree Ordinance Revisions (6)
2. Refinement of San Juan Hills Floor Area Transfer Policies (11)
3. Zone Text Amendment on Slope Calculations for Residential Developments (16)
4. ACUP's Temporary Landscape (22)
5. Parking Lot Lighting/Screening/Security Standards (22)
6. Recognition Program for Commercial Properties (28)

CDD de Melo will forward the results of balloting to the City Manager's office, who will prepare a Staff Report for the March 11th Council Meeting. He will also forward to the City Manager the Commission's recommendations for projects to be taken on by other departments.

6B. Emmett House Donor Site – 843 Ralston Avenue – Temporary Landscape Plan

CDD de Melo summarized the staff memorandum and the Temporary Landscape Plan.

Responding to Commissioner Mercer's question regarding the need for additional irrigation, CDD stated that while he did not see irrigation details as part of the project, there would obviously need to be irrigation for the ground cover area and it will have to be added. Commissioner Mercer noted for the record that she had concerns about adding ground cover as she was not sure it would be environmentally responsible since it will be temporary and since there are no guarantees that there will not be a drought during that time. She liked the local areas where Parks Division has used bark to create a very inviting and lush feeling without having to irrigate a full ground cover and then worry about it dying and being trampled on. Chair Parsons disagreed, believing that they need green because there is so much pavement.

Commissioner Mayer thought the parking lot is a very dismal and uninviting border for this park and was hoping there would be more to separate it from the parking lot. He would like to see more screening between the parking areas and the open space, and also would like to see it open up more to the developed side of the Village Center so it invites people to come from that area into the park. Chair Parsons disagreed since it is a service entrance to the restaurant and is a temporary use.

Commissioner McKenzie asked how they can get the landscape artist to draw in the transformer box since it is a big part of the park. He added that in the final analysis it really looks like a patch on a sore point. He suggested that they make an opportunity of it and inject a point of interest in this piece of ground. Specifically, he would like to see local artists come forth with some ideas for placing a piece of sculpture in the more open area of the landscaping.

CDD deMelo stated that he will pass the discussion and comment along to the Parks and Recreation Department but will not return the plan back to the Commission. If a year from now they see that it is not performing well, they can always revisit the issue.

7. REPORTS, STUDIES AND UPDATES

7C. NDNU (Koret) Athletic Field

Commissioner Mercer recused herself and left the dais during discussion of the NDNU item.

The professional services agreement for the acoustic study is ready to be signed and the study will be starting in a matter of days. The consultant will be taking noise samples at the games scheduled for the upcoming weekend.

7A. 500 Block – El Camino Real (East Side)

Staff is still working with the City Attorney's office and the Police Department on the clear-cutting of this property. Approximately 36 trees were removed at the site.

7B. Motel 6 – 1101 Shoreway Road

He had a meeting the previous week with four representatives from Motel 6 from all points in the country to talk about the security issues. The calls for service have definitely trended downward for the 3-month period November, December and January as a result of some better operational controls that are in place and increased security patrols. Staff is continuing to recommend that they maintain their every day security patrols from the evening hours through the morning hours.

7D. Mid-Peninsula Water District Property – Folger Drive

He has forwarded the issue to MPWD that they need to ramp back up with the Landscape Plan and will continue to work with them on bringing a revised plan back to the Commission.

Other Updates

The 1000South/950 Holly Road condo conversion project is scheduled for the next City Council meeting agenda.

Commissioner McKenzie asked for an update on the landscaping at the 101 entrance into Belmont, and would like to see this item added to Reports, Studies and Updates. Chair Parsons apologized for not reporting on this at the last meeting. He and CDD de Melo had met 2 weeks previously with landscape architects from CalTrans, who made an agreeable proposal, and they were going back to CalTrans to seek the go-ahead. CDD de Melo added that once that revised plan comes back he will bring it to the Commission. They are looking at improvements to the landscaping in the area directly adjacent to the Hiller Drive property as well as some on the side and in the island in the middle of the cloverleaf.

Commissioner Mercer reported that she had attended the February 12th City Council meeting, at which time Chief Building Official Nolfi did a second presentation of their proposal for the Construction Time Limit Ordinance. She felt that the report was brilliantly crafted. Council directed them to proceed with the plan pretty much exactly as it was proposed by staff and to come back with the actual ordinance wording. Once is enacted it will go into effect immediately. She thought CBO Nolfi did a fabulous job and that it will eventually make the work of the Building Division a whole lot easier. CDD de Melo added that they are tentatively scheduled to bring the Ordinance for first reading at the March 25th Council meeting.

Responding to Chair Parsons' question, CDD de Melo reported that he believes Council will appoint all Commissioners and members of the Green Committee at their March 11th meeting.

8. CITY COUNCIL MEETING OF TUESDAY, MARCH 11, 2008

Liaison: Commissioner Horton
Alternate Liaison: Vice Chair Frautschi

9. ADJOURNMENT:

The meeting was adjourned at 8:45 p.m. to a Regular Planning Commission Meeting on Tuesday, March 4, 2008 at 7:00 p.m. in Belmont City Hall.

Carlos de Melo
Planning Commission Secretary

CD's of Planning Commission Meetings are available in the
Community Development Department.
Please call (650) 595-7416 to schedule an appointment.

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